

GARDNER PUBLIC SCHOOLS

Elm Street School
160 Elm Street, Gardner, MA 01440
Finance Sub-Committee Meeting
Thursday, November 2, 2023 at 5:00pm

Minutes

Members Present: Mrs. Pelavin, Mr. Swartz. Mr. LaFreniere

Members Absent:

Others Present: Mr. Mark Hawke, Director of Finance & Operations,

Mr. LaFreniere called the meeting to order at 5:00 p.m.

A motion was made by Mrs. Pelavin and seconded by Mr. Swartz to approve the minutes of the October 5, 2023 Finance Subcommittee meeting. So voted.

Expense Report Review:

The Committee reviewed the Expense Report. General questions were asked and answered. The Committee also reviewed the historical substitute teacher expenses by school for the past fourteen (14) years. Discussion occurred and Mr. Hawke will continue to do some more digging to see what practices have changed over the past several years.

Projects Update:

Dugouts are almost complete. The GHS HVAC project is out to bid.

Gifts & Donations:

A \$2,000 donation was received from Shun Fa Lian, Inc (DBA Yen Yen) was received. A motion was made by Mrs. Pelavin and seconded by Mr. Swartz to accept the donation.

Mr. Hawke informed the Committee of a sizable scholarship that is being set up. It will likely be on the next meeting's agenda to accept.

New Business:

None

The meeting adjourned at 5:18 p.m.